

**Village of Indian Head Park
201 Acacia Drive
Indian Head Park, IL 60525**

**MEETING MINUTES
BOARD OF TRUSTEES**

“Pursuant to 5 ILCS 120/2.06 (3) minutes of public meetings shall include, but need not be limited to: a general description of all matters proposed, discussed, or decided, and a record of votes taken.”

Thursday, March 13, 2008

7:30 P.M.

★ CALL TO ORDER - MAYOR RICHARD ANDREWS

The regular scheduled meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, March 13, 2008, at the Municipal Facility, 201 Acacia Drive, and was called to order at 7:30 p.m. by Mayor Richard Andrews. Village Clerk Joseph Consolo called the roll as follows:

★ ROLL CALL: JOSEPH V. CONSOLO, VILLAGE CLERK

PRESENT (AND CONSTITUTING A QUORUM):

Mayor Richard Andrews
Trustee Debbie Anselmo
Trustee Brian T. Bailey
Trustee Anne Bermier
Trustee Carol Coleman
Trustee Norman L. Schnauffer
Trustee Matthew P. Walsh II

ALSO PRESENT:

Frank Alonzo, Chief of Police/Administration
Steve Busa, Treasurer
Joseph Consolo, Village Clerk
Richard Ramello, Counsel, Storino, Ramello & Durkin
Edward Santen, Water/Public Works Superintendent

★ PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Richard Andrews and the Board of Trustees led the audience in reciting the Pledge of Allegiance to the Flag: *“I Pledge Allegiance to the Flag of the United States of America and to the republic for which it stands, one nation under God indivisible with liberty and justice for all”*.

Mayor Andrews mentioned that Ron Durso, a long time resident of Arrowhead Trail and neighbor passed away last Thursday. He noted that Ron was a thirty year resident of Indian Head Park and he asked the Board to pause for a moment of silence to remember Ron and his family. Mayor Andrews noted that the Cook County Board of Review is opening an additional two week period from March 17th through March 31st for property owners in Lyons Township to appeal property tax assessments.

Mayor Andrews complimented Superintendent Ed Santen and the Public Works Department staff on the fine job in clearing the snow this winter. Mayor Andrews also thanked the Public Works Department for completing the painting of the front lobby areas in the Municipal Facility. Mayor Andrews stated that on Tuesday he sent a press release to the local newspapers announcing that the Village's full-time police officers have chosen union representation. He noted that on February 15, 2008 the Illinois Labor Relations Board issued a certification of representative designating the Metropolitan Alliance of Police Indian Head Park Chapter 501 as the exclusive collective bargaining representative for a bargaining unit of the Village's police force. The certification was issued after the Illinois Labor Relations Board determined that a majority of the full-time sworn police officers at the rank of patrol officer, based upon their signatures, have designated the union as their representative for collective bargaining. Mayor Andrews stated that the collective bargaining unit includes only the current five full-time patrol officers and it excludes part-time officers, sergeants, supervisors, and all other employees of the Village. He further stated that in anticipation of contract negotiations, the Village has designated Mike Durkin from the firm of Storino, Ramello and Durkin as the chief spokesman for the Village's bargaining team and there is no indication at this point who will comprise the union's bargaining committee.

★ **APPROVAL OF BOARD MEETING MINUTES**

Minutes of the Regular Board Meeting - February 14, 2008

After review of Board meeting minutes, Trustee Coleman moved, seconded by Trustee Bermier, to approve the February 14, 2008 regular Board meeting minutes, as presented. Carried by unanimous voice vote (6/0/0).

● **FINANCIAL REPORT - TREASURER BUSA**

Approval of Financial Report for the month ending February 29, 2008

Treasurer Busa presented the financial report for the month ending February 29, 2008. He noted: (1) total revenues were \$247,882.31; (2) expenditures were \$270,966.34 and; (3) total fund balances in all accounts at the end of February were \$362,768.31. Trustee Schnaufer moved, seconded by Trustee Anselmo, to approve the financial report for the month ending February 29, 2008, as presented by Treasurer Busa. Carried by unanimous roll call vote (6/0/0).

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh

Nay: None

Absent: None

QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE BY INDIAN HEAD PARK RESIDENTS ONLY CONCERNING AGENDA ITEMS

There were no questions or comments from the audience.

AGENDA ITEMS

1. Discussion and possible vote regarding water rates (Andrews/Bailey)

Mayor Andrews stated that Counsel Ramello prepared a draft ordinance that was distributed to the Board for review with regard to amending water rates imposed by the Village of Indian Head Park. Mayor Andrews reported that he and Trustee Bailey as the water sub-committee announced at the January Board meeting that the City of Chicago is passing along a water rate increase starting this year and increases over the next three years. Mayor Andrews noted that effective January 1, 2008 a twenty-five cent (.25) increase per 1,000 gallons of water was imposed by the City of Chicago to the City of Countryside who provides water to Indian Head Park. He noted that there was a three cent (.03) per 1,000 gallons of water increase in March of last year from the City of Countryside that was not passed along to Indian Head Park residents at that time. Mayor Andrews stated that the proposed ordinance before the Board this evening would increase the water rate by thirty-two cents (.32) per 1,000 gallons to residents of Indian Head Park (twenty-eight cents per 1,000 gallons is for the water and four cents per 1,000 gallons of water is for water department costs). He noted that the water rates have not been changed since 2005 and there are also supplies, equipment and gasoline for water department vehicles that need to be factored into costs to provide services. Mayor Andrews pointed out that the Board will be looking ahead to future increases for water from the City of Chicago in 2009 and 2010 to the City of Countryside who provides water to Indian Head Park.

Mayor Andrews stated that when a greater volume of water is used that generally would result in a lower rate per 1,000 gallons of water. He noted at 105 million gallons of water per year would be one rate, at 110 million gallons of water would be less and at 120 million gallons per year the rate would even be less for water because the cost is the same and the use is the only part that changes. Mayor Andrews stated that the Village had been estimating water rates and costs based on an amount of 110 or 115 million gallons per year. He noted that on average over the last four years, the Village used approximately 108 million gallons of water per year. Mayor Andrews stated that when less water is used there are less 1,000 gallon increments on which to pass along the cost of doing business. Mayor Andrews stated that there are no costs passed along for the cost of doing business when there are water main breaks and the water is lost without going through a meter.

However, the Village is still billed by Countryside for the water. He noted that fire hydrants need to be flushed and a well needs to be exercised. Mayor Andrews pointed out that the sewer rate is not being increased and will remain at the current rate. Mayor Andrews entertained a motion to approve the ordinance increasing the water rate.

Trustee Walsh moved, seconded by Trustee Bailey, to approve the ordinance amending certain water fees imposed under the Village of Indian Head Park Municipal Code by thirty-two cents (.32) per 1,000 gallons of water effective as of January 1, 2008. Carried by unanimous roll call vote (6/0/0). ***Ordinance #08-3.***

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh

Nay: None

Absent: None

Mayor Andrews thanked Trustee Bailey, Superintendent Ed Santen as well as the Village staff who provided research information concerning the water rates. Mayor Andrews stated that there will be increases for water from the City of Countryside in 2009 and 2010 and those increases will also increase the water rate to Indian Head Park residents.

2. Discussion and possible vote regarding traffic on Acacia Drive (Bermier/Alonzo)

Trustee Bermier stated that on Tuesday evening she attended the Acacia Board meeting to inform the Acacia Board that she and Police Chief Alonzo reviewed recommendations that would be made concerning traffic on Acacia Drive. Trustee Bermier stated that Chief Alonzo mentioned that children at play signs or radar patrol signs could be affixed to the existing poles on Acacia Drive. She noted that on Cascade Drive near the Acacia clubhouse and pool and Blackhawk Park there are speed signs posted and a sign regarding dogs. Trustee Bermier stated that children at play signage could be placed on the existing signs in these locations. She further noted that there is a stop sign on Acacia Drive and Westwood Drive and the recommendation to the Acacia Association is that the bush needs to be trimmed to prevent blocking the view of traffic. Chief Alonzo mentioned that a portable radar sign powered by solar energy could be purchased to monitor speeding motorists if the Board decided to add it to the budget. He noted that the police department on occasion has borrowed a radar sign from other communities and posted it in various locations in the Village and the sign is effective in slowing traffic. Trustee Bermier stated that someone at the Acacia meeting inquired if a flashing sign would be possible. Chief Alonzo stated that flashing signs are generally posted at crosswalks not along streets, a radar sign in various locations to monitor speeds would be more effective. He noted at times it appears that vehicles are going fast when they are traveling at the posted speed limit. Trustee Bermier stated that there seems to be a problem with speeding vehicles around the bend on Cascade Drive. She added that other residents have also mentioned that they would like to see the speed limit reduced on Village streets to 20 m.p.h.; but when the motion was made by the Acacia Board the motion did not pass. Trustee Coleman stated that every street in the Village is 20 m.p.h. with the exception of Acacia Drive and Cascade Drive which are 25 m.p.h.

Chief Alonzo noted that a traffic study was conducted on Big Bear Drive recently due to a complaint of speeding motorists on that street. He noted that the perception was that there were speeding motorists but the vehicles were traveling at the posted speed limits based on police officer monitoring of that area. Trustee Bermier recommended that possibly a sign could be posted stating “children at play” or “radar patrolled” on Cascade Drive. Chief Alonzo stated that he would review with Superintendent Santen how many signs would be needed and determine the costs for the signs to be installed on the existing poles on Cascade Drive.

3. Discussion and possible vote regarding Heritage House (Bermier)

Trustee Bermier reported that on March 8th she met with Trustee Walsh and Rich Pellegrino at the Heritage House and a list was compiled of the maintenance items that need to be addressed: (1) the roof needs to be replaced; (2) the chimney needs tuckpointing; (3) the exterior needs to be painted; (4) the gutters are in poor condition; (5) both the rear door and front door and porch are in need of repair; (6) a landscape plan needs to be developed with lighting; (7) the white picket fence along Wolf Road needs to be painted; (8) shrubs should be planted around the new fence; (9) a suggestion was made to remove the linoleum flooring in the kitchen area and replace it with wood or pergo; (10) the sprinkler system is installed but it would be a good idea to paint the pipe because it is bright orange; (11) on the first floor of the main library there are water marks that need to be repaired; (12) the center room needs to be painted and a crack in the wall needs to be repaired and the flooring cleaned; (13) the second floor bathroom needs the carpeting replaced or it should be cleaned; (14) in the hall areas there was a suggestion to replace the flooring with wood or pergo; (15) the ceiling needs to be painted and cracks repaired; (16) the second floor office the flooring needs to be refinished and; (17) there were several antique chairs that were donated that need to be refinished.

Trustee Walsh stated that the intention is not to accomplish the entire maintenance list in one year and many of the interior items are cosmetic with the exception of the roof, gutters and exterior painting. He noted that these items should be completed before the interior work. Trustee Bermier mentioned that a flag pole for the Heritage Center was also discussed. Mayor Andrews noted that there are funds available in the budget for this year to cover the cost of some of the repairs. Trustee Walsh stated that options are also being explored to determine whether possibly some labor costs to complete the work could be donated. Trustee Bermier and Trustee Walsh suggested that the roof, gutters and tuckpointing be completed this year. Counsel Ramello stated that State Statutes allows a Village up to \$20,000 without having to go out for bid unless there is a local ordinance in place that would set that limit lower. Chief Alonzo stated that he will work with Superintendent Santen to obtain estimates to determine the cost for a new roof as well as the tuckpointing and exterior painting.

Trustee Bermier also thanked Officer Jim Clendening and Officer Joe Duca for providing cost saving suggestions regarding the roof.

4. Discussion and possible vote regarding fees and charges (Anselmo/Schnaufer)

Mayor Andrews thanked Trustee Schnaufer, Trustee Anselmo and Village staff for compiling the information regarding a fee analysis comparison for various fees and charges imposed by the Village. Trustee Schnaufer noted that the recommendation at this time is not to increase business license fees because some of the businesses are not doing well due to economic conditions.

Trustee Schnaufer noted the following recommendations for various fee increases: (1) 1% of new construction up to 1 million dollar projects will now be 1% of construction for all residential and commercial projects; (2) the cash performance bond amount for construction projects was \$1,000 and a new line item was added as follows: cash performance bond for residential projects will be \$1,000 and a \$5,000 cash performance bond will be required for commercial construction projects; (3) a category for billboards was added; (4) zoning fees and charges will be increased as detailed on the spreadsheet; (5) elevator re-inspection fees will be increased; (6) the business license fee per waste hauler company will increase to \$1,000 per company per year. Trustee Schnaufer noted that the heavy refuse disposal trucks add wear and tear to the Village streets and sometimes curb and gutter areas are in need of repairs due to trucks going over the curb areas; (7) the business license fee for a movie theater was increased to \$1,500; (8) water tap-on fees for new construction were increased from \$350.00 to \$800.00 and sewer tap-on was also increased to \$800.00. The \$100 water meter fee is a refundable security deposit and that amount will not be changed; (9) alarm system permit fees were increased by \$25.00 and false alarm fees will be increased; (10) the fee for miscellaneous documents such as a zoning map will be increased to \$25 and to purchase a copy of the comprehensive plan and subdivision ordinance will increase by \$25. The present police towing fee of \$100 will be increased to \$500. Trustee Schnaufer noted that the new fees will be reflected in the ordinance that will be presented for approval at the next meeting.

Trustee Schnaufer thanked Mayor Andrews, the Board of Trustees, Kathy Leach, Dave Brink and Frank Alonzo for their work in gathering the fee comparison data from the surrounding communities. Mayor Andrews stated that Trustee Anselmo and Trustee Schnaufer devoted a considerable amount of time to review all of the data and he thanked them as well as Village staff for their efforts. Trustee Schnaufer asked Superintendent Santen what the cost would be for a residential water meter for new construction. Superintendent Santen stated that a residential water meter would be less than \$100 and based on the size of the meter that is needed the cost could be up to \$500 for a meter. Trustee Schnaufer stated that the Village owns and maintains the water meters. Trustee Coleman stated that the previous fee for refuse company doing business in Indian Head Park was \$100 per truck and she inquired approximately how many refuse companies are working within the Village.

Kathy Leach stated that there are several refuse companies working in the Village because each individual condominium or townhome association, business district and single family homeowners each select who they wish to use for their refuse company.

She noted that there is no contract with any particular company to provide refuse services for the entire community and the condominium and townhome associations enter into contracts for those services directly with those companies. Trustee Walsh inquired how other towns handle refuse companies. Kathy Leach noted that many communities enter into a contract with one refuse company to provide services to the entire community and sometimes those charges are incorporated as a line item on the water bills. However, Indian Head Park has split water service in the community with one portion of the Village receiving water directly from the LaGrange Highlands Sanitary District and another portion receiving water from Indian Head Park and many of the condominium and townhome areas are governed by associations.

Kathy Leach noted that based on the business license fees charged by surrounding communities \$1,000 per refuse company per year is not substantial when taking into consideration that the heavy trucks using the Village streets cause wear on the roadways and routine crack filling maintenance is needed as well as curb and gutter repairs from damage by the trucks.

Mayor Andrews stated that one of the refuse companies caused damage on one of the Village streets last year. Kathy Leach noted that on occasion refuse trucks have damaged hydrants, signs and lawn areas in Village rights of-way when maneuvering the trucks through town. Trustee Schnaufer noted that the Village of Willowbrook charges a \$5,000 business licensing fee for refuse companies. Mayor Andrews inquired if the code books are available for sale to the public in a book format. Kathy Leach stated that the code books for sale to the public are printed and available in a bound binder format. She noted that there are also copy paper costs and toner costs to print the materials.

Mayor Andrews inquired if the fees to advertise in the Smoke Signals newsletter are set at the appropriate fee. Kathy Leach stated that the Village of Indian Head Park is one of few Villages that allow commercial paid advertisements in the local community newsletter and many Villages do not allow advertisements. She noted that the monthly advertising fees help to defray the cost of the publication to be able to provide a printed publication to the seniors in the community who may not have Internet access and the newsletter is also posted on the Village's Website. Mayor Andrews entertained a motion to direct Counsel Ramello to prepare an ordinance to amend the Municipal Code to increase various fees as outlined in the spreadsheet provided to the Board and as discussed at the meeting this evening to be presented for approval at the next meeting. Trustee Schnaufer moved, seconded by Trustee Anselmo, to direct counsel to prepare an ordinance increasing various fees consistent with the format of the ordinance approved in 2003 and as outlined in the spreadsheet with such ordinance to be presented for approval at the next Board meeting. Carried by unanimous roll call vote (6/0/0).

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh

Nay: None

Absent: None

5. Easter Egg Hunt

Trustee Bermier stated that the Easter Egg Hunt is scheduled for the Saturday before Easter at Blackhawk Park. She inquired if there are volunteers to help on the date of the event and also a volunteer is needed to be the Easter bunny. Trustee Anselmo stated that she would check if any students from Lyons Township might be able to volunteer their time to help. Trustee Bermier thanked Village staff for their assistance in ordering the candy and filling the eggs.

QUESTIONS AND/OR COMMENTS FROM THE AUDIENCE

Patrick Finley, of 188 Cascade Drive, thanked the Board for recognizing there is a problem with speeding vehicles in Acacia dealing with the enforcement of the speed limits. He noted that the majority of the members of the audience at the Acacia Board meeting voiced their comments that a reduction in the speed limit is not needed but rather stricter enforcement of the current speed limit. Patrick Finley asked if the Village decides to acquire a radar sign would it have the capacity to take a picture of the vehicle that exceeds the speed limit so a citation could be issued. He noted that at Acacia and Westwood motorists may have an obstructed view of traffic due to the shrubbery and there is also a curve in the roadway.

Patrick Finley stated that some residents have also complained on Stonehearth that parties are being held outside of the Acacia areas and visitors are parking in the cul-de-sac areas of Acacia. Chief Alonzo stated that the streets in Acacia are public streets and unless there are private parking signs posted marking those areas as private parking, the Village cannot provide enforcement because there is no violation. Chief Alonzo stated that he reviewed Village records for any reports concerning traffic problems at Acacia and Westwood and there were no reports on file indicating there is a problem in that area. Trustee Coleman stated that she recalled that Acacia was asked previously to either remove or trim the shrubbery to provide a better line of site at Acacia and Westwood. Patrick Finley asked what the new water rate will be when the increase takes effect. Mayor Andrews stated that the new water rate will be \$5.95 per 1,000 gallons of water and the same minimum usage applies.

EXECUTIVE SESSION

Trustee Walsh moved, seconded by Trustee Coleman, to adjourn to Executive Session pursuant to 5 ILCS 120/2(c) (1) to discuss the appointment, employment, compensation, discipline or performance of specific employees. Carried by unanimous roll call vote (6/0/0).

Aye: Anselmo, Bailey, Bermier, Coleman, Schnaufer, Walsh

Nay: None

Absent: None

RETURN TO OPEN SESSION

Trustee Coleman moved, seconded by Trustee Bermier, to return to the regular Board meeting. Carried by unanimous voice vote. (6/0/0).

ADJOURNMENT

There being no further business to discuss, Trustee Schnaufer moved, seconded by Trustee Bailey, to adjourn the regular Board meeting at 8:05 p.m. Carried by unanimous voice vote (6/0/0).

Respectfully Submitted,
Kathy Leach, Deputy Clerk/Recording Secretary